

## CE Workshop Proposals

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The Program Committee is soliciting new ideas and presenters for CE Workshops of varying lengths. This is NAN's most flexible format. Proposals will be judged on: potential for appealing to the greatest number of attendees, novelty, and quality.

For consideration, submissions must include the following:

- Title for the presentation
- List of presenters/authors
- 255-word narrative summary of your proposed presentation
- Three measurable learning objectives

## Test-Focused Workshops

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The Program Committee is soliciting new ideas and presenters through a forum of a **1.5 hour, 1.5 CE credit**, Test-Focused Workshop.

Test publishers are invited to submit a proposal to promote a specific neuropsychological assessment instrument. In this format, test publishers provide presenters at their own expense. The presenter will devote the first half of the workshop to issues of test administration and scoring and the second half of the workshop to interpretation of test results with case examples. Test publishers are invited to submit a proposal to be competitively reviewed.

For consideration, submissions must include the following:

- Title for the presentation
- List of presenters/authors
- 255-word course description (test publisher, publisher address, and a narrative summary of your proposed workshop)
- 3-4 measurable learning objectives

## Grand Rounds Presentations

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The Program Committee is soliciting submissions for our popular Grand Rounds forum. Grand Rounds submissions can be made in one of five areas: **Adult, Diversity, Geriatric, Forensic (civil and criminal), or Pediatric**. The Grand Rounds Chairperson selects two to three cases for presentation during a **2 hour, 2 CE credit** oral presentation. Submissions not selected for oral presentation will be considered for poster presentation.

Oral presenters will be given approximately 15 minutes to present the case, followed by a discussion/question period led by the Grand Rounds Chair, a distinguished panel of expert discussants (selected by the Chair), and the audience.

In accordance with the guidelines for Case Presentation submissions adopted by the *Archives of Clinical Neuropsychology*, we are particularly interested in cases that add to the literature in the following ways:

1. Unambiguous presentations of rare conditions or new findings adding to our current understanding of well-studied conditions or,
2. Complicated presentations that clearly demonstrate the role of poly-etiological factors in the development or progression of the condition under study.

All presentations should highlight the relationships between disease processes, neuropsychological, and neuroanatomical findings in a way that sheds new light on our understanding of brain-behavior relationships.

Submissions for Diversity Grand Rounds should meet the following criteria:

1. The case is primarily neuropsychological (vs. psychological) in nature. i.e., the referral question will be clearly neuropsychological, such as "Is this dementia vs. depression," or "Are the acute symptoms a consequence of a neurologic event?" as opposed to a primarily general psychological one (e.g., "Is this individual depressed?").
2. Factors related to culture, language, or other diversity dimensions, are key components to the case that will have significant impact upon the case formulation/conclusions.
3. We encourage cases that integrate family and cultural assessment and understanding in the context of the evaluation.

Grand Rounds authors should prepare an abstract of no more than 255 words under the following headings: **Objective, Method, Results, and Conclusions**. To permit quick and selective scanning, only the headings outlined above should be included in the abstract. Guidelines for the type of information to be included under each heading are provided below. The first time an abbreviation and/or acronym appears in the abstract, it must be written out in full.

1. **Objective:** Briefly describe the context of the case or the existing literature in the area of the case and state how the case will expand upon or clarify the existing literature.
2. **Method:** Describe the Case History (onset and course of symptoms, results of diagnostic tests and procedures, imaging results if relevant, etc.)
3. **Results:** Present the results of neuropsychological findings.
4. **Conclusions:** Discuss the findings in light of the introduction and specific purpose of this case's unique or classic findings

### **Poster & Oral Paper Presentations (Reporting Original Data from Investigations with Human Subjects)**

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Authors should prepare an abstract of no more than 255 words under the following headings: **Objective, Method, Results, and Conclusions**. To permit quick and selective scanning, only the headings outlined above should be included in the abstract. **Abstracts without data or in which 'data is to be collected' or 'results are expected to show' cannot be accepted.** The first time an abbreviation and/or acronym appears in the abstract, it must be written out in full.

1. **Objective:** The abstract should begin with a clear statement of the precise objective or question addressed in the report. If more than one objective is addressed, the main objective should be indicated and only key secondary objectives stated. If an a priori hypothesis was tested, it should be stated.
2. **Method:** The basic design of the study should be described, including participants/setting and variables/measures. Participants/Setting. The numbers of participants and how they were selected should be provided. The clinical disorders and key socio-demographic features of participants should be stated. Selection procedures, entry criteria, and numbers of participants entering and finishing the study

may also be included. To assist readers to determine the applicability of the report to their own clinical circumstances, the study setting(s) may be described. Consider whether the setting is the general community, a primary care or referral center, private or institutional practice, ambulatory or hospitalized care. Variables/Measure(s). Describe the design of the study. The primary study variables and instruments should be clearly explained.

3. **Results:** The main results of the study should be given. When possible, the results should be accompanied by confidence intervals (for example, 95%) and the level of statistical significance. Abstracts without data or for which "data is to be collected" or "results are expected to show" cannot be accepted.
4. **Conclusion(s):** Only those conclusions of the study that are directly supported by the evidence reported should be given. Equal emphasis should be given to positive and negative findings of equal scientific merit. If clinical applications are described, avoid speculation and over-generalization and indicate whether additional study is required before the information should be used in usual clinical settings.

### **Poster & Oral Paper Presentations (Reporting Data from Theoretical/Quantitative Reviews, Including Meta-analyses)**

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Authors should prepare an abstract of no more than 255 words under the following headings: **Objective, Data Selection, Data Synthesis, Conclusions**. To permit quick and selective scanning, the headings outlined above should be included in the abstract. The first time an abbreviation and/or acronym appears, it must be written out in full.

1. **Objective:** The abstract should begin with a precise statement of the primary objective of the review. The focus of this statement should be guided by whether the review emphasizes factors such as cause, diagnosis, prognosis, therapy, or prevention. It should include information about the specific population, intervention or exposure, and test or outcome that is being reviewed.
2. **Data Selection:** This section may include data sources, data selection criteria, and data extraction as relevant to the review. If informal procedures were used, this should be stated. Data Sources. Describe the data sources that were searched, including dates, terms, and constraints. Study Selection. Identify the number of studies reviewed and the criteria used for their selection. Data Extraction. Summarize guidelines used for abstracting data and how they were applied.
3. **Data Synthesis:** State the main results of the review and the methods used to obtain these results.
4. **Conclusions:** The conclusions and their applications should be clearly stated, limiting generalization to the domain of the review. The need for new studies may be suggested.

### **Poster & Oral Paper Presentations (Case Study)**

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Authors should prepare an abstract of no more than 255 words under the following headings: **Objective, Method, Results, and Conclusions**. To permit quick and selective scanning, only the headings outlined above should be included in the abstract. **Abstracts without data or in which 'data is to be collected' or 'results are expected to show' cannot be accepted.** The first time an abbreviation and/or acronym appears in the abstract, it must be written out in full.

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2. **Method:** Describe the Case History (onset and course of symptoms, results of diagnostic tests and procedures, imaging results if relevant, etc.)
3. **Results:** Present the results of neuropsychological findings.
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